

HUMAN SERVICES COMMITTEE

A G E N D A

TUESDAY, MARCH 16, 2010

4:30 P.M. OR IMMEDIATELY FOLLOWING PERSONNEL/JUDICIAL COMMITTEE MEETING

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

- | | | |
|-------|------|--|
| | I | CALL TO ORDER |
| | II | ROLL CALL |
| 1- 2 | III | MINUTES (2/16/10) |
| | IV | PUBLIC INPUT |
| | V | PETITIONS AND COMMUNICATIONS |
| | A. | Region VII Representative - Residential Services (Verbal report by Kristina Rubis - receive) |
| | B. | Recreation Supervisor |
| 3- 4 | 1. | Proposed Budget Reductions to Community Center Pool (Receive) |
| 5- 6 | 2. | Proposed Budget Reductions to Summer Recreation Program (Receive) |
| 7- 9 | C. | Housing Rehabilitation Coordinator - Housing Rehabilitation Grant (MSHDA) Application/Contract Extension for Bay Area Housing Inc. (Seeking authorization to make application for grant funding; approval of contract w/Bay Area Housing, Inc. through 12/31/2012; authorization for Board Chair to sign required documents; approval of budget adjustments if required - proposed resolution attached) |
| | D. | Director of Division on Aging |
| 10-11 | 1. | "Week of Hope" Partner Organization Agreement (Seeking approval of Partner Organization Agreement for Week of Hope Program - proposed resolution attached) |
| | 2. | Diamond Gem Awards (Resolutions honoring the Diamond Gem Award winners (to be determined 3/26/10) will be included on the April 13th Board agenda) |
| | VI | REFERRALS |
| | VII | UNFINISHED BUSINESS |
| | VIII | NEW BUSINESS |
| | IX | MISCELLANEOUS |
| | X | ADJOURNMENT |

PLEASE NOTE: THE COMMITTEE CHAIR HAS REQUESTED THAT ANY ELECTED OFFICIAL, DEPARTMENT/ DIVISION HEAD PLACING AN ITEM ON THE HUMAN SERVICES COMMITTEE AGENDA BE PRESENT OR HAVE A REPRESENTATIVE PRESENT TO SPEAK TO THEIR REQUEST AND/OR ANSWER ANY QUESTIONS POSED BY COMMITTEE MEMBERS.

HUMAN SERVICES COMMITTEE

MINUTES

MEETING OF THE HUMAN SERVICES COMMITTEE ON TUESDAY, FEBRUARY 16, 2010, in the Commission Chambers, Fourth Floor, Bay County Building, 515 Center Avenue, Bay City, MI 48708.

Call to order @ 4:10 p.m. by Chair Duranczyk.

Roll call:

MOTION NO.

COMMISSIONERS PRESENT		1	2	3	4	5	6	7	8	9	10	11
MICHAEL J. DURANCZYK, CHAIR	P	Y	Y	Y	Y							
VAUGHN J. BEGICK, VICE CHAIR	P	S/Y	Y	Y	Y							
PATRICK H. BESON	P	Y	Y	Y	Y							
ERNIE KRYGIER	P	Y	S/Y	S/Y	M/Y							
KIM COONAN	P	M/Y	M/Y	M/Y	S/Y							
EUGENE F. GWIZDALA		E	X	C	U	S	E	D				
BRIAN K. ELDER, EX OFFICIO	P	Y	Y	Y	Y							

MOTION NO.

COMMISSIONERS PRESENT		12	13	14	15	16	17	18	19	20	21	22
MICHAEL J. DURANCZYK, CHAIR												
VAUGHN J. BEGICK, VICE CHAIR												
PATRICK H. BESON												
ERNIE KRYGIER												
KIM COONAN												
EUGENE F. GWIZDALA												
BRIAN K. ELDER, EX OFFICIO												

MOTION NO.

COMMISSIONERS PRESENT		23	24	25	26	27	28	29	30	31	32	33
MICHAEL J. DURANCZYK, CHAIR												
VAUGHN J. BEGICK, VICE CHAIR												
PATRICK H. BESON												
ERNIE KRYGIER												
KIM COONAN												
EUGENE F. GWIZDALA												
BRIAN K. ELDER, EX OFFICIO												

OTHERS PRESENT: C.MAILLETTE, M.GRAY, M.FITZHUUGH, T.QUINN, K.RUBIS, R.REIMANN, BAY 3 TV, D.BERGER

M-MOVED; S-SUPPORTED; Y-YEA; N-NAY; ABS.-ABSTAIN; E-EXCUSED; A-ABSENT

-/-

HUMAN SERVICES COMMITTEE

TUESDAY, FEBRUARY 16, 2010

PAGE 2

MOTION NO.

- 1 MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE JANUARY 19, 2010 HUMAN SERVICES COMMITTEE MEETING AS PRINTED.**

Public input was called with no one wishing to address the Committee.

Kristina Rubis, Region VII Representative, was present to speak to the upcoming 2010 Census. She stressed the importance of individuals participating and returning the form. Only 10 questions are included in the form and none of them deal with financial issues. If the form is not returned by 4/15/10, census workers will come to the home to follow-up, however, they will not come into the home. Ms. Rubis noted that funding for local programs is based on the census and if individuals are not counted funding allotted may not be adequate for the community. For those people who leave Michigan in the winter months, it should be noted "usual residents elsewhere" and upon return, the form should then be filled out. Efforts are underway to educate the public about the 2010 census. If anyone has questions or would need assistance with the form they can contact Region VII at 1-800-858-1637. Ms. Rubis again stressed the importance of filling out the census form. It was also noted that census results are critical for funding for early childhood education. Not submitting this form has a critical negative impact.

- 2 MOVED, SUPPORTED AND CARRIED TO RECEIVE THE 2010 CENSUS REPORT.**

A request from the Bay County Fair Board for Bay County to host an employee appreciation day at the August Bay County Fair was considered and it was

- 3 MOVED, SUPPORTED AND CARRIED TO REFER THIS REQUEST TO ADMINISTRATION FOR RECOMMENDATION.**

Commissioner Coonan spoke in favor of the employee appreciation day and did not feel there would be any significant expense involved.

Commission Begick reminded that Walk for Warmth is scheduled for February 27th at 9:00 a.m. at the Bay City Mall and encouraged participation.

There being no further business, it was

- 4 MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:20 P.M.).**

Submitted by:

Deanne Berger

Deanne Berger
Board Coordinator

-2-

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RECREATION
Brent Goik, Recreation & Clubhouse Supervisor
goikb@baycounty.net

MEMORANDUM

TO: Michael J. Duranczyk, Chairperson, Human Services Committee
FROM:  Brent Goik, Recreation Supervisor
RE: Proposed Budget Reductions to Community Center Pool
DATE: March 9, 2010

Request: Receive this correspondence.

Background: In December 2009 there was discussion of low attendance at the Community Center outdoor swimming pool, and the possibility of closing it as a budget reduction strategy. At that time, Commissioners requested that the Recreation and Administrative Services Department look for alternative savings and attempt to keep the pool open. The budget reduction plan for 2010 which will be presented by the County Executive on or before March 31, 2010 funds the pool at reduced hours as spelled out in this plan.

In 2009 the Recreation & Administrative Services Department operated the pool from June 2, 2009 to August 16, 2009. Due to the budget cuts we plan on reducing the amount of days we are open and being open on historically the best days. Along with this proposed reduction we are looking into ways to reduce the amount of labor (lifeguards) either through volunteering, or perhaps by partnering with BAYS, the Bay Area Youth Swim Team.

Economics: Currently the pool is open for 9 ½ weeks or 69 days. The pool was open 7 days a week starting June 9, 2009 to August 16, 2009. Operation of the pool is roughly \$43,200.00 with a large portion going to labor (\$31,690.22). The pool brought in \$17,632.50 in revenue in 2009 and ran at a deficit of \$25,602.21. The pool is in need of a boiler that is estimated at \$25,000.

We would reduce the number of days the pool is open from 69 to 42 days (9 weeks). Based on an evaluation of the most used times we will be tentatively open from Wednesday through Sunday and to reduce the hours of operation by 1 hour per day. We are conducting an online survey in conjunction with this plan to offer the program at times that best suit customer needs.

Using these numbers we found we could reduce labor by \$13,000 while the remainder of expenses unchanged, because of the nature of the operation.

However when we reduce the days we are open along with the hours of operation we would expect the revenues to decrease accordingly. By calculating revenue per day from 2009 and adjusting the days we are open there will be a decrease of about \$7,000.00.

With these proposed changes to the Community Center's Pool its deficit would shrink from \$25,602.21 to \$19,693.89 or a savings of \$5,908.32.

Rick Pabalis and Jon Morse have put together a plan to use solar energy to heat pool water with a system on the roof of the Community Center at a cost of \$2,500. This eliminates the need for a new boiler. Commissioners Elder and Krygier have made inquiries with a local company that manufactures solar energy components about the possibility of a donation.

Request: Receive this letter.

BG

cc: Michael Gray
Tom Hickner
Rick Pabalis
Tim Quinn
Bob Gonzales

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goikb@baycounty.net

MEMORANDUM

TO: Michael J. Duranczyk, Chairperson, Human Services Committee
FROM:  Brent Goik, Recreation Supervisor
RE: Proposed Budget Reductions to Summer Recreation Program
DATE: March 9, 2010

Request: Receive this correspondence.

Background: In order to preserve the summer operation of the pool we are proposing reductions in other programs, including Summer Recreation. The 2010 budget reduction plan to be submitted by the County Executive on or before March 31, 2010 includes the reduction explained in this memo. We are also reviewing county-funded programs at Bay City Public Schools and Boys & Girls Clubs of Bay County.

The Community Center operates a Summer Recreation Program through the months of June, July, and August every year for children of all ages. The program is a way to give children the opportunity to interact with other children through education and recreational activities under a controlled and safe learning environment. Bay County Recreation wants to continue to offer this successful program, but with the recent budget cuts is looking trying to recoup some additional money by reducing the length and adjust the price of the Program.

Economics: Currently the Summer Recreation Program runs for 10 weeks at a cost of \$80 per child. In 2009 the Program brought in \$13,845.00 in revenue while experiencing an approximate \$36,750.00 in expenses. (Such expenses include labor \$25,672.16; food supplies \$1481.08; youth activity supplies \$3724.57; entertainment services \$3093.75; and transportation \$2778.22.) While the program currently runs at a deficit (\$22,905.00) we propose a 30% reduction of all of its expenses.

Tentatively, we would cut the program from 10 weeks to 7 weeks keeping the most popular activities and be more efficient in these activities. We are conducting an online survey in conjunction with this plan to offer the program at times that best suit customer needs. In addition we would be able to cut expenses by 30% or about \$11,000.

While we have offered the Program at \$80 per child for a 10 week period we feel that we are extremely under priced for what the Program has to offer. Our next proposal is to increase the cost from \$80 to \$95. Bob Gonzales the Program's Manager talked with a handful of people and the majority had no complaints if the rates were to increase. With the increase we anticipate not losing any kids to the Program which would increase the revenue to \$16,435 or an additional \$3000.

With these proposed changes to the Summer Recreation Program its deficit shrinks by \$13,615.00.

Request: Receive this letter.

BG

cc:	Michael Gray	Sarah Dufresne
	Tom Hickner	Bill Palmer
	Tim Quinn	Bob Gonzales

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goikb@baycounty.net

TO: Michael J. Duranczyk
Chairperson, Human Services Committee
Bay County Board of Commissioners

FROM: Frances A. Horgan
Housing Rehabilitation Coordinator

DATE: March 10, 2010

SUBJECT: Housing Rehabilitation Grant Application and contract extension for Bay Area Housing

REQUEST:

Approval to apply for the Community Development Block Grant (CDBG) for the next County Allocation grants awarded for the grant term beginning July 1, 2010 and ending December 31, 2012.

We also request that the Board of Commissioners extend the current contract with Bay Area Housing, Inc., for one (1) year. The current contract will expire on December 31, 2010 we are requesting the contract be extended until December 31, 2012

BACKGROUND:

Housing Rehabilitation has, in the past, applied for and received the CDBG through the Michigan State Housing Development Authority (MSHDA). This grant will fund a Housing Rehabilitation Program providing deferred loans to low income residents in accordance with the MSHDA policies and procedures.

Bay Area Housing, Inc. is the current Third Party Administrator for the Housing Rehabilitation program. They administer new project activities which include screening applicants, writing job specifications, conducting inspections and monitoring work progress.

In the past, Housing Rehabilitation has completed and submitted the grant application to MSHDA.

Bay County, through the Recreation and Administrative Services Department, will continue to be responsible for the general oversight of the grant activities. Bay County will continue to utilize a Third Party Administrator for the day to day administration of the grant.

ECONOMICS:

The Community Development Block Grant allocations for the term beginning December 31, 2010 and ending December 31, 2012 will be based on population. Bay County, with a population over 100,000 can potentially be awarded \$300,000 over the length of the grant. Bay Area Housing, Inc. as the current Third Party Administrator earns 14% administrative fees or \$42,000 over the length of the grant. The Director of Environmental Affairs & Community Development has agreed to handle the grant application in house.

RECOMMENDATION:

Authorized application to MSHDA for \$300,000 for housing rehabilitation; authorize renewal of the contract with Bay Area Housing from January 1, 2011 to December 31, 2012; and authorize the Board Chair to sign any and all necessary documents with approval as to form by Corporation Counsel.

cc: Thomas Hickner
Michael Gray
Laura Ogar
Tim Quinn
Bob Redmond
Marty Fitzhugh
Brenda Christian

BAY COUNTY BOARD OF COMMISSIONERS**4/13/10****RESOLUTION**

- BY: HUMAN SERVICES COMMITTEE (3/16/10)
- WHEREAS, Housing Rehabilitation has, in the past, applied for and received the CDBG through the Michigan State Housing Development Authority (MSHDA), a grant funding a Housing Rehabilitation Program providing deferred loans to low income residents in accordance with the MSHDA policies and procedures; and
- WHEREAS, Bay Area Housing, Inc. is the current Third Party Administrator for the Housing Rehabilitation program and they administer new project activities which include screening applicants, writing job specifications, conducting inspections and monitoring work progress; and
- WHEREAS, In the past, Housing Rehabilitation has completed and submitted the grant application to MSHDA; and
- WHEREAS, Bay County, through the Recreation and Administrative Services Department, will continue to be responsible for the general oversight of the grant activities and Bay County will continue to utilize a Third Party Administrator for the day to day administration of the grant; and
- WHEREAS, The Community Development Block Grant allocations for the term beginning December 31, 2010 and ending December 31, 2012 will be based on population. Bay County, with a population over 100,000, can potentially be awarded \$300,000 over the length of the grant; and
- WHEREAS, Bay Area Housing, Inc., as the current Third Party Administrator, earns 14% administrative fees or \$42,000 over the length of the grant. and the Director of Environmental Affairs & Community Development has agreed to handle the grant application in-house; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners authorizes application to MSHDA for \$300,000 for housing rehabilitation and approves renewal of the contract with Bay Area Housing, Inc. from January 1, 2011 to December 31, 2012, authorizing the Board Chair to sign any and all necessary documents following legal review/approval; Be It Finally
- RESOLVED That related budget adjustments, if required are approved.

MICHAEL J. DURANCZYK, CHAIR
AND COMMITTEE

Admin Serv - MSHDA Grant/BAH Contract

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Malliette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

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TO: Human Services Committee
FROM: Becky Carlson Reimann
SUBJ: "Week of Hope" Partner Organization Agreement
DATE: March 10, 2010

Background:

First Presbyterian Church will once again be coordinating a Summer Work Camp program this summer. Church youth from across the country come to Bay City and work for several weeks completing home improvement projects. This year the camp will operate little different. The focus will be to identify senior homes whose yards need a major clean-up, whose garage or basement needs to be cleared out, and limited painting jobs, if the senior or the senior's family can provide the paint and supplies. We were contacted to see if we would want to be a part of the "Week of Hope" program. This year there is a Partner Organization Agreement that must be signed if we wish to make referrals/participate in the program.

Financial Implications:

I communicated to Cathy Short that we may not be able to keep a crew busy for a full week. However, we believe there are some senior citizen home owners who would welcome help with a complete yard clean-up/makeover. We will solicit a list of seniors who are interested in having the summer youth work on their yards. The senior will need to provide the rakes, refuse bags, etc and pay for any plants they wish the youth to plant for them. Our primary cost will be staff time to identify seniors to participate in the program and securing signed release forms from the seniors for the summer project. Since we will not likely need a crew for an entire week, our project will be considered a "back-up project".

Recommendation:

Based on the past positive feedback we have received from seniors and others, I am recommending adoption of a resolution that authorizes the Board Chairman to sign the Partner Organization Agreement, subject to review and approval by Corporation Counsel. All budget adjustments related to this action are approved.

No. 2010-

BAY COUNTY BOARD OF COMMISSIONERS

4/13/10

RESOLUTION

- BY: HUMAN SERVICES COMMITTEE (3/16/10)
- WHEREAS, The Bay County Division on Aging has been approached by representatives of the Summer Youth Camp to be a partner in this program for the summer of 2010, and
- WHEREAS, The program will be called "Week of Hope" and the nature of the youth work is changing from major home improvements to yard and home clean-up projects, and
- WHEREAS, The local coordinators provide adult supervision on-site when the youth are working at a senior citizen's home, and
- WHEREAS, The Division on Aging wishes to identify some senior citizens with limited financial resources whose yard and property need a significant clean-up; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners hereby approves Bay County Division on Aging to act as a partner organization for back-up projects to be completed under the "Week of Hope" Program; Be It Further
- RESOLVED That the Board Chairman is authorized to sign a Partner Organization Agreement, following legal review/approval; Be It Finally
- RESOLVED That budget adjustments related to this action, if required, are approved.

MICHAEL J. DURANCZYK, CHAIR
AND COMMITTEE

DOA - Week of Hope

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallotte				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

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